

DOD Privacy Impact Assessment (PIA)

1. Department of Defense (DoD) Component.

U.S Army, Training and Doctrine Command (TRADOC), United States Army Aviation Center of Excellence (USAACE), Fort Rucker, AL

2. Name of Information Technology (IT) System.

Centralized Aviation Flight Records System (CAFRS)

3. Budget System Identification Number (SNAP-IT Initiative Number)

9990

4. System identification Numbers(s) (IT Registry/Defense IT Portfolio Repository (DITPR)).

9985

5. IT Investment (OMB Circular A-11) Unique Identifier (if applicable).

NA

6. Privacy Act Systems of Records Notice Identifier (if applicable).

A0095-1a TRADOC Individual Flight Records Folder (IFRF) (September 6, 2000, 65 FR 53989).

7. OMB Information Collection Requirement Number (if applicable) and Expiration Date.

NA

8. Type of authority to collect information (statutory or otherwise).

10 U.S.C. 3013, Secretary of the Army;
Army Regulation 95-1, Aviation Flight Regulations
Army Regulation 95-20, Contractor Flight Operations; and
E.O. 9397 (SSN).

9. Provide a brief summary or overview of the IT system (activity/purpose, present life cycle phase, system owner, system boundaries and interconnections, locations of system and components, and system backup).

CAFRS records individual flight experience and training for active duty Army/ Reserve/ National Guard aviation personnel. CAFRS allows for the electronic receipt, storage, processing, retrieval and archive of all data and documents relevant to the management of the Aircrew Training Program (ATP). System is in initial development and fielding. System owner is Product Manager Aviation Mission Equipment (PM AME). CAFRS will only transfer data internally between other CAFRS databases. No external connections are present. CAFRS is not currently interoperable with any other fielded systems. CAFRS only supports the management of the IFRF which is managed at the flight operations section of the local Army unit. The local CAFRS software application enables a provision for the performance of a local backup conducted at the host machine.

10. Describe what information in identifiable form will be collected and the nature and source of the information (e.g., names, Social Security Numbers, gender, race, other component IT systems, IT systems from agencies outside DoD, etc.).

Name, Rank, Social Security Number, Branch, Date of Birth, Aviation Service Entry Date, Duty Military, Occupational Specialty, Component, Unit of Assignment, Qualified Aircraft, Physical Examination Date

CAFRS can derive the readiness and eligibility for aircrew flight incentive pay based upon the data regarding skills, availability, training and other criteria. CAFRS provides the status of the individual aircrew member for risk analysis, generation of reports for the management of personnel at the unit level, resource management, and the processing of the flight records through out the career of aviation personnel.

11. Describe how the information will be collected (e.g., via the Web, via paper-based collection, etc.).

Information will be collected from individuals during initiation and qualification for aviation service; transfer from existing Army systems; transcribed from existing paper records. The primary process for integration into CAFRS will normally occur during the initial inception of aviation service. During the fielding and transition period to the CAFRS software, the integration and population of the data will be upon initial setup and configuration of the software application at the assigned unit. The capability exists to migrate records from the previous systems, Automated Flight Records System (AFRS), Unit Level Logistics System-Aviation (ULLS-A) flight operations module and the manual paper process.

12. Describe the requirement and why the information in identifiable form is to be collected (e.g., to distinguish a statutory mandate, to execute a Component program, etc.).

The data is collected to document the individual flight experience, determine qualifications/restrictions and assignments for operation of aircraft, to aid in the

investigation of aircraft accidents or incidents. This process facilitates the management of participants in the ATP.

13. Describe how the information in identifiable form will be used (e.g., to verify existing data, etc.).

The information will be used by key elements: the individual soldier for a record of completed or required training and qualifications; the first line supervisor for the assignment and management of tasks and duties to execute a mission; the Commander for the assessment of the assigned crewmember and to determine the risk of the mission based upon crew selection; by investigators in the event of accidents/incidents.

14. Describe whether the system derives or creates new data about individuals through aggregation.

Yes, CAFRS will determine the eligibility of aircrew member incentive pay from the data collected in the ULLS-A.

15. Describe with whom the information in identifiable form will be shared, both within the Component and outside the Component (e.g., other DoD Components, Federal agencies, etc.).

Local accident investigation boards, teams from the US Army Combat Readiness Center, National Transportation Safety Board (NTSB) and other DoD and government agencies. Information will be available to authorized users with a need to know in order to perform official government duties. Internal DoD agencies that would obtain access to Personally Identifiable Information (PII) in this system, on request in support of an authorized investigation or audit, may include DoD Inspector General (IG), Defense Criminal Investigative Services (DCIS), Army Staff Principals in the chain of command, Department of the Army Inspector General (DAIG), Army Audit Agency (AAA), United States Army Criminal Investigation Command (USACIDC), United States Army Intelligence & Security Command (INSCOM), Postmaster General (PMG) and Army Security Agency (ASA), and Financial Management & Comptroller (FM&C). In addition, the DoD blanket routine uses apply to this system.

16. Describe any opportunities individuals will have to object to the collection of information in identifiable form about themselves or to consent to the specifics uses of the information in identifiable form. Where consent is to be obtained, describe the process regarding how the individual is to grant consent.

None. Personnel performing flight duties in support of the Army are required to provide the information IAW current regulations.

17. Describe any information that is provided to an individual, and the format of such information (Privacy Act Statement, Privacy Advisory) as well as the

means of delivery (e.g., written, electronic, etc.), regarding the determination to collect the information in identifiable form.

Each person in CAFRS performing flight duties, manned or unmanned, has access to their own data contained within the electronic IFRF.

18. Describe the administrative/business, physical, and technical processes and controls adopted to secure, protect, and preserve the confidentiality of the information in identifiable form.

CAFRS is password protected reinforced through individual user roles and individual user permissions in accordance with Army Regulations 25-2, Information Assurance.

19. Identify whether the IT system or collection of information will require a System of Records notice as defined by the Privacy Act of 1974 and as implemented by DoD Directive 5400.11 "DoD Privacy Program," November 16, 2004. If so, and a System Notice has been published in the Federal Register, the Privacy Act System of Record Identifier must be listed in question 6 above. If not yet published, state when publication of the Notice will occur.

A System of Records Notice is required and has been submitted to the Army Privacy Officer for approval.

20. Describe/evaluate any potential privacy risks regarding the collection, use, and sharing of the information in identifiable form. Describe/evaluate any privacy risks in providing individuals an opportunity to object/consent or in notifying individuals. Describe/evaluate further any risks posed by the adopted security measures.

Information contained within CAFRS is safeguarded in accordance with Army Regulations.

21. State classification of information/system and whether the PIA should be published or not. If not, provide rationale. If PIA is planned for publication, state whether it will be published in full or summary form.

The data contained in CAFRS is unclassified FOUO. The PIA may be published in full.